



City of Rowlett

Meeting Minutes

City Council

4000 Main Street
Rowlett, TX 75088
www.rowlett.com

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Tuesday, June 18, 2013

5:30 P.M.

Municipal Building – 4000 Main Street

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

The City of Rowlett reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

Present: Mayor Gottel, Mayor Pro Tem Phillips, Deputy Mayor Pro Tem Gallops, Councilmember Dana-Bashian, Councilmember Pankratz (arrived at 5:33 p.m.), Councilmember Bobbitt and Councilmember Kilgore

1. CALL TO ORDER

Mayor Gottel called the meeting to order at 5:30 p.m.

2. EXECUTIVE SESSION

- 2A.** The City Council shall convene into Executive Session pursuant to the Texas Government Code, §551.087 (Economic Development) and §551.071 (Consultation with Attorney) to receive legal advice from the City Attorney and to discuss and deliberate the offer of financial or other incentives to business prospects that the City may seek to have locate in or near Elgin B. Robertson Park. (60 minutes)

Convened into the Work Session at 6:21 p.m. following Item 2A.

- 2B.** The City Council will convene in Executive Session pursuant to the Texas Government Code, Section §551.087 (Economic Development) and §551.071 (Legal Advice) to consult with the city attorney and to discuss and deliberate the offer of financial or other incentives to business prospects that the city may seek to have locate in or near the Pecan Grove Park and/or the Rowlett Community Centre. (60 minutes) (NOTE: THIS EXECUTIVE SESSION WILL TAKE PLACE AFTER THE REGULAR MEETING).

Convened back into Executive Session at 9:07 p.m.

3. WORK SESSION ITEMS

3A. Discuss the VIP Invitee List for Mary Wilson of the Supremes. (15 minutes)

Jermel Stevenson, Director of Parks and Recreation, spoke regarding this item. Stated there are 50 slots available for the meet and greet with Ms. Wilson.

Stated the following tentative list has been drafted by staff relative to VIP list:

- City Councilmembers – 14 (includes spouses)
- City Manager/Assistant City Manager – 2
- Radio One – 10 contributing sponsor of the event
- Parks and Recreation staff – 2
- RCC – 6 for promotions (drawing for new memberships/renewed memberships/referrals)
- FM 94.5 on air give-aways during radio personality shows – 10
- Total: 44 which leaves six remaining spots

A member of Council asked if the tickets could be sold.

Staff stated the promotion has received a good response with new memberships and renewals and the Community Centre.

With some members of the Council being out of town that day, there will be nine additional slots open for the meet and greet; therefore, leaving 15 slots available.

Mayor Gottel drew 15 names for the available slots. The 15 names are as follows: Jerry Grossie, Pamela Bell, Jerry Daniels, Lonnie Cornwell, Larry Glick, Charles Alexander, Brent Dorenbecker, Vincent Leal, Ken Romaine, Fred Cares, Geoffrey Nichols, Rhettta Bowers, Brownie Sherrill, Brad Marshall and Bobbie Jo Kelly.

Three alternate names were also drawn. The three names are as follows: John Macatee, Wayne Baxter and Susan Bell.

3B. Discuss transitioning the "While You Wait Program" to a Boys and Girls Club. (10 minutes)

Councilmember Pankratz spoke regarding the feasibility of transitioning the While You Wait Program. Stated a meeting was held with the Superintendent with the Garland Independent School District (GISD) to receive feedback on using a school facility to host the program. Stated GISD was excited about the interest of having the Boys and Girls Club within the community.

Stated the While You Wait Program was created for a specific purpose and there are not enough participants to receive the necessary grant money. City staff has met with the Boys and

Girls Club to integrate one or two of their core curriculum to get the process moving forward. Stated it will be necessary to create a board for a Boys and Girls Club in Rowlett. Stated the City is looking for volunteers to serve on the board; if you are interested, please contact Whitney Laning at laningwp@verizon.net.

Councilmember Pankratz explained the Boys and Girls Club programs.

- 3C.** Discuss the adoption of a resolution approving and authorizing the execution of the North Central Texas Public Works Mutual Aid Agreement for public works initial response in the event of a catastrophic event. (15 minutes)

Tim Rogers, Utility Operations Manager and Jake Gilliland, Utility Assets Manager, spoke regarding this item. In an effort coordinated through the North Central Texas Council of Governments, participating Public Works Departments have established a more formal means of providing mutual aid in the event of a catastrophic event with the creation of a Public Works Emergency Response Team (PWERT) and through Mutual Aid Agreements. The North Central Texas PWERT is a part of the statewide Texas Mutual Aid System and supports local jurisdictions in their response to a catastrophic event by providing critical public works personnel, equipment and materials as needed to facilitate recovery. The Mutual Aid Agreement establishes protocol for cities to provide, as well as obtain assistance for an immediate and integrated public works response for recovery of critical services and infrastructure.

Staff stated this program is an avenue of resources for the City should we experience a disaster.

A member of Council asked if Rockwall, Garland and Richardson participate in the program.

Staff stated we are promoting this program, but cannot speak for those three cities.

- 3D.** Discuss future potential uses of Community Development Block Grant (CDBG) Funds. (45 minutes)

Jim Proce, Director of Public Works and Development, gave a presentation on this item. Stated each year, the CDBG allocation is adopted late in the year for the following fiscal year and the funds have typically been allocated to augment the Capital Improvement Program. Typically this option has been pursued per direction received in 2006 and has been followed since then. This practice has minimized the administration costs (approximately 10%) and maximized much needed capital improvements in the designated census tracts. Improvements have included streets, drainage, sidewalks, and utilities in these areas that were previously unfunded. Other programs had not been previously pursued due to the higher administrative costs, lack of specialists on staff to manage the grant, internal capacity, and risk involved with reimbursement if anomalies are detected whether intentional or accidental. Such programs typically exceed the

maximum 20% administrative allocation as a percentage of the grant fund and may require general fund subsidy to ensure proper administration.

Staff has worked with Jo Carroll of CPD Success, a CDBG consultant. CPD has looked into additional options for discussion and is currently working on identifying potential partnerships in Rowlett for public services program support. Public Services are limited to a 15% cap of the award by CDBG guidelines.

These are currently defined by HUD as those activities including, but not limited to, services concerned with:

- Employment services (e.g., job training);
- Crime prevention and public safety;
- Child care;
- Health services;
- Substance abuse services (e.g., counseling and treatment);
- Fair housing counseling;
- Education programs;
- Energy conservation;
- Services for senior citizens;
- Services for homeless persons;
- Welfare services (excluding income payments);
- Recreational services.

Additionally, CDBG funds may be used to pay for labor, supplies, and material as well to operate and/or maintain the portion of a facility in which the public service is located. This includes the lease of a facility, equipment, and other property needed for the public service. The public services can be provided by City departments or by external non-profit organizations. These organizations must meet all CDBG requirements identical to the City and the City must ensure they adhere to these requirements.

Other programs or initiatives for consideration are:

- Housing Programs (65%)
 - Habitat for Humanity support; e.g. lot donation for the program
 - Individual rehab projects for housing occupied by low-income households
 - Demolition (abandoned or severely damaged structures; etc.)
 - Down payment assistance programs providing “gap” and closing costs for LI applicants
- Public Services (15% cap)
 - CPD has been soliciting local agencies to explore potential recipients
 - These include not-for-profits that provide services in the region; e.g., Garland New Beginnings Shelter – who serves several families in Rowlett

Members of Council spoke concerning using an established organization to manage different programs. Examples include Meals on Wheels, Habitat for Humanity, Life Message, and New

Beginnings. Stated weatherization of homes benefits many rather than one family. A member of Council stated he would like to see two dilapidated parks on the list for revitalization.

Staff suggested we find an organization that is established and specializes in these types of programs.

The grant allocation is as follows:

- 15% - New Beginnings, Life Message and Meals on Wheels
- 65% - weatherization and parks

3E. Update on 83rd Texas Legislative Session and Special Session. (10 minutes)

Brian Funderburk, Assistant City Manager spoke regarding this item. Stated the Special Legislative Session began June 17th. Specifically spoke regarding HB1148, HB1149, HB3049, HB3052, HB607 and HB14. Spoke regarding Water Conservation bills that were approved by the Governor. Stated staff continues to monitor various bills.

DISCUSS CONSENT AGENDA ITEMS

No items were removed from the Consent Agenda to be considered individually.

4. CONVENE INTO THE COUNCIL CHAMBERS (7:30 P.M.)

Convened into the Council Chamber at 7:30 p.m.

INVOCATION

The invocation was led by Mayor Gottel.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Gottel.

TEXAS PLEDGE OF ALLEGIANCE

The Texas Pledge of Allegiance was led by the City Council.

5. PRESENTATIONS AND PROCLAMATIONS

- 5A.** Presentation of proclamations recognizing the 2013 Rowlett Arts and Humanities Commission Writing Contest winners.

Councilmember Pankratz and Mary Drayer, Arts and Humanities Commission Vice-Chair, presented each contest winner with a proclamation and an award check.

- 5B.** Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interests.

Mayor Gottel gave a brief update to the Council on the various activities in the City including: the next City Council meetings will be held on Friday, June 21st; Saturday, June 22nd; Tuesday, July 2nd; Thursday, July 23rd; Tuesday, July 16th and Saturday, July 20th; the next Planning and Zoning Commission meeting will be held on Tuesday, June 25th; City offices will be closed on Thursday, July 4th, regular trash service will run on July 4th; Stage 3 watering restrictions began June 1st; mosquito testing will occur on Wednesdays of each week; the Animal Shelter will host a Low Cost Animal Vaccination Clinic on Saturday, June 29th beginning at 2:00 p.m., and don't forget to find your new best friend at the Animal Shelter; a Farmers Market will be offered during the Fireworks on Main Celebration; the Rowlett Library will host the Summer Reading Program – Dig Into Reading! which runs from June 10th – July 30th, Tech Ed will present Twitter on Friday, June 21st beginning at 10:30 a.m., and come celebrate Star Wars on Saturday, June 29th beginning at 2:30 p.m.; and; the Parks and Recreation Department will host Fireworks on Main! Rowlett's Annual Summertime Party on Thursday, July 4th beginning at 5:00 p.m. and featuring Mary Wilson of the Supremes, numerous summer camps, and the Wet Zone is now open daily.

6. CITIZENS' INPUT

No one spoke during Citizens' Input.

7. CONSENT AGENDA

No items were removed from the Consent Agenda to be considered individually.

The City Secretary read the items into the record.

- 7A.** Consider approving minutes from the June 4, 2013 City Council Regular Meeting.

This item was approved on the Consent Agenda.

- 7B.** Consider and take action on a request for alternative building materials, specifically metal and concrete, on an accessory structure in an industrial area. The subject property is located at

2922 Main Street, further described as a 2.03 acre portion of Tract 14 of the Thomas Collins Survey, Abstract 332, Page 511, City of Rowlett, Dallas County, Texas. (DP13-658)

This item was approved as RES-052-13 on the Consent Agenda.

- 7C.** Consider action approving a resolution authorizing a Master Interlocal Agreement governing co-sponsored and/or co-funded road and bridge maintenance projects between the City of Rowlett and Dallas County and authorizing the Mayor to execute the necessary documents.

This item was approved as RES-053-13 on the Consent Agenda.

Passed The Consent Agenda

A motion was made by Mayor Pro Tem Phillips, seconded by Councilmember Kilgore, including all the preceding items marked as having been approved on the Consent Agenda. The motion carried by a unanimous vote of those members present.

8. ITEMS FOR INDIVIDUAL CONSIDERATION

- 8A.** Consider action to approve a resolution appointing a Mayor Pro Tem as prescribed in the City Charter.

Mayor Gottel read the item into the record.

A motion was made by Deputy Mayor Pro Tem Gallops, seconded by Councilmember Pankratz, to appoint Councilmember Kilgore as Mayor Pro Tem. The motion carried with a 6 – 1 vote (Councilmember Kilgore abstained). This item was adopted as RES-054-13.

- 8B.** Consider action to approve a resolution appointing a Deputy Mayor Pro Tem as prescribed in the City Charter.

A motion was made by Councilmember Bobbitt, to appoint Councilmember Pankratz as Deputy Mayor Pro Tem.

An additional motion was made by Councilmember Phillips, to appoint Councilmember Gallops as Deputy Mayor Pro Tem.

Councilmember Bobbitt withdrew her nomination of Councilmember Pankratz for the record.

Another motion was made by Mayor Pro Tem Kilgore, to appoint Councilmember Phillips as Deputy Mayor Pro Tem.

Councilmember Bobbitt seconded the motion made by Councilmember Phillips, to appoint Councilmember Gallops as Deputy Mayor Pro Tem.

The motion carried with a 3-2-2 vote (Councilmember Dana-Bashian and Mayor Pro Tem Kilgore voted no; and Councilmembers Phillips and Gallops abstained). This item was adopted as RES-055-13.

- 8C. Consider action to approve a resolution appointing a Councilmember to serve on the Board of Directors for the Rockwall Emergency Services Corporation.

A motion was made by Councilmember Dana-Bashian, seconded by Mayor Pro Tem Phillips, to appoint Councilmember Bobbitt to serve on the Board of Directors for the Rockwall Emergency Services Corporation. The motion carried by a unanimous vote of those members present. This item was adopted as RES-056-13.

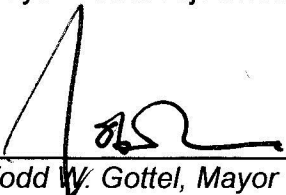
At this time, the Council reconvened into the Executive Session (Item 2B) at 8:05 p.m.

TAKE ANY NECESSARY OR APPROPRIATE ACTION ON CLOSED/EXECUTIVE SESSION MATTERS

No actions followed the Executive Session items.

9. ADJOURNMENT

Mayor Gottel adjourned the meeting at 10:04 p.m.



Todd W. Gottel, Mayor



Laura Hallmark, City Secretary

Date Approved: July 2, 2013